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6 April 1964

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT:

Headquarters Building Parking Space

REFERENCE:

Your Memorandum to Acting DCI dated 23 March 1964, same subject

1. Returned herewith without action is your memorandum referenced above requesting approval to construct an additional parking lot between the headquarters building and the George Washington Memorial Parkway.
2. A year ago we built an additional parking lot, now known as West Parking. Shortly thereafter, land was purchased for security reasons to avert proposed apartment development. This land is now under consideration as a site for a consolidated Printing Plant and for still another parking lot. The frequency of these actions or proposals strongly suggests the time has come to take a look at headquarters space and logistics problems on more than a piecemeal basis. Each change has an impact on the appearance and utilization of headquarters, and each reduces flexibility to accommodate future needs.
4. I believe it essential that a master plan be developed for the headquarters building area to provide for necessary changes during the next five to ten years. The plan should provide for anticipated additional buildings, parking lots, accessways, walkways, landscaping and other possible changes required by security. Due regard should be given to aesthetic values and to Congressional and public relations.
5. This master plan should be the guide to future development; until it is approved, specific proposals for major facilities changes should be deferred.

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Lyman B. Kirkpatrick
Executive Director-Comptroller

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